



# Entry 1 School Information

Last updated: 07/29/2016

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer or you may not be assigned the correct tasks.

## Page 1

### a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

GREAT OAKS CS (REGENTS) 310200861055

### b. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

Regents-Authorized Charter School

### c. DISTRICT / CSD OF LOCATION

NYC CSD 1

### d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	38 Delancey St. New York, NY 10002	212-233-5152	212-267-4357	

### d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Antonio Vance
Title	Executive Director

Emergency Phone Number (###-###-####) [REDACTED]

**e. SCHOOL WEB ADDRESS (URL)**

<http://greatoakscharter.org/schools/newyork>

**f. DATE OF INITIAL CHARTER**

02/2001

**g. DATE FIRST OPENED FOR INSTRUCTION**

08/2001

**h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

MISSION STATEMENT

The mission of Great Oaks Charter School is to prepare our students to success in college by obtaining a four year degree. We will accomplish this by combining high academic and behavioural expectations for ou students with an extraordinary level of individual attention to each students needs thought tutoring. We believe that this model will be particularly beneficial to English Language Learners and will target them for recruitment.

**h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Brief description)

Variable 1	Individualized Instruction: Every student receives at least two hours of small group or one-on-one tutoring every day, delivered by our full-time Tutor Corps.
Variable 2	More Time on Task: The school day and year are significantly longer than those of the New York City Department of Education schools.
Variable 3	GO-NYC also partners with Kunskapsskolan, a Swedish company that develops, implements and

	operates an educational program for personalized education, The KED Program™, in K12 schools in Sweden, the UK, India and gives a great deal of agency to each individual student, allowing academic progress to occur at the student's own pace. During the 2015-16 school year some elements of the KED program™ will be introduced at GO-NYC. Specifically, tutors at Great Oaks use KED's Learning Portal™ as a source for English Language Arts and Math lessons, helping to guide students as they progress through the steps of the portal. The purpose of this initiative is not only to foster academic achievement but also to encourage students to build the non-cognitive skills, such as self-discipline, persistence and resourcefulness, that they will need to succeed in college and beyond.
Variable 4	(No response)
Variable 5	(No response)
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

**i. TOTAL ENROLLMENT ON JUNE 30, 2016**

200

**j. GRADES SERVED IN SCHOOL YEAR 2015-16**

Check all that apply

Grades Served	6, 7, 8
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**k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes

## K2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Great Oak Foundation
PHYSICAL STREET ADDRESS	222 Broadway
CITY	New York
STATE	New York
ZIP CODE	10038
EMAIL ADDRESS	[REDACTED]

## Page 2

### I1. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.
--------------------

### I2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	38 Delancey St. New York NY 10002	212-233-5152	CSD 1	6,7,8	No	Rent/Lease
Site 2						
Site 3						

### I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Antonio Vance	[REDACTED]		[REDACTED]
Operational Leader	Michael McGregor	[REDACTED]		[REDACTED]
Compliance				[REDACTED]

Contact	Michael McGregor	[REDACTED]	[REDACTED]
Complaint Contact	Rashaun Reid	[REDACTED]	[REDACTED]

**m1. Is the school or are the school sites co-located?**

No

Page 3

**n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).**

No

**o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.**

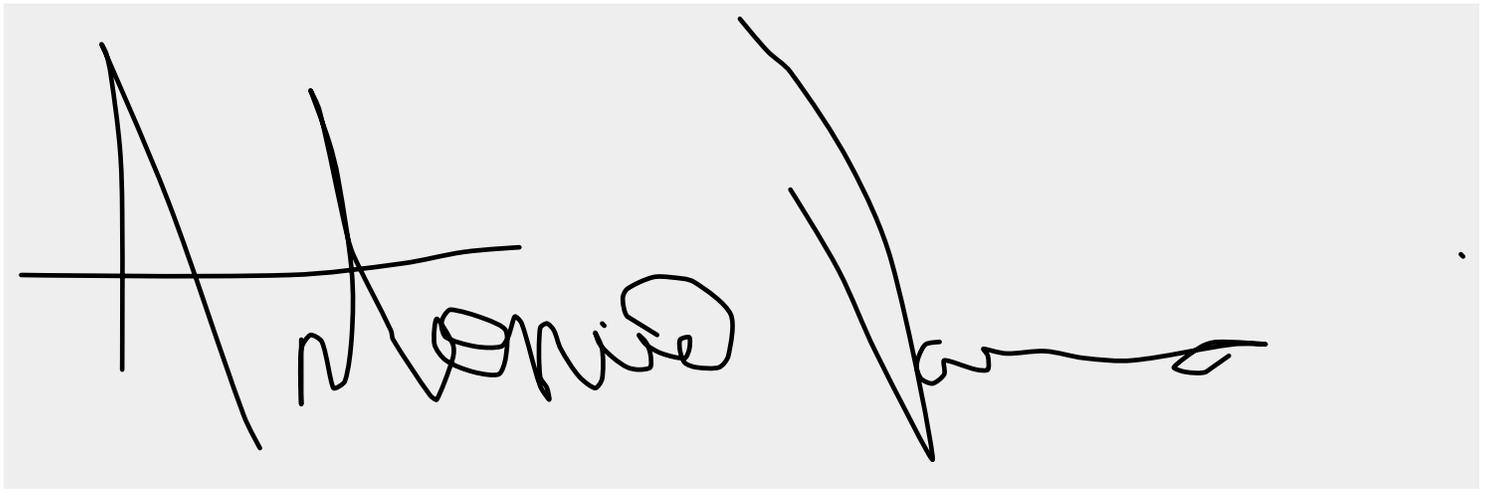
Antonio Vance

**p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES** if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Antonio Lopez".

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**Signature, President of the Board of Trustees**

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**Date**

(No response)

---

**Thank you.**



# Entry 2 Link

Last updated: 07/29/2016

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## Page 1

### **1. NEW YORK STATE REPORT CARD**

**Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).**

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<https://data.nysed.gov/reportcard.php?year=2015&instid=800000075841>



# Entry 4 Expenditures per Child

Created: 07/29/2016

Last updated: 08/01/2016

## Page 1

### Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

### 1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

**Note:** *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	4569093
Line 2: Year End FTE student enrollment	212
Line 3: Divide Line 1 by Line 2	21552

### 2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that

must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

**Notes:**

***The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:***

***<http://www.p12.nysed.gov/psc/AuditGuide.html>.***

**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	262533
Line 2: Management and General Cost (Column)	82650
Line 3: Sum of Line 1 and Line 2	345183
Line 5: Divide Line 3 by the Year End FTE student enrollment	1628

***Thank you.***



**Financial /**

**School Name:**

**Date:**

**Latest Audit Period (through June 30):**



**Audit Supplemental Data Request Form**

*for Regents-Authorized Charter Schools*

**Great Oaks Charter School**

August 1, 2016

2016

**FILL IN GRAY CELLS**

**Great Oaks Charter School**

**STATEMENTS OF FINANCIAL POSITION**

FOR THE YEARS ENDED JUNE 30,

	<u>2016</u>	<u>2015</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$537,722	\$603,730
Grants and contracts receivable	314,367	90,449
Accounts receivables	-	-
Inventory	-	-
Prepaid Expenses	48,063	23,913
Contributions and other receivables	-	-
Other	<u>178,694</u>	<u>17,500</u>
<b>TOTAL CURRENT ASSETS</b>	\$1,078,846	\$735,592
<b>OTHER ASSETS</b>		
Investments	\$-	\$-
Property, Plant and Equipment, Net	1,033,297	278,057
Restricted Cash	<u>75,080</u>	<u>75,033</u>
<b>OTHER ASSETS</b>	\$1,108,377	\$353,090
<b>TOTAL ASSETS</b>	<u>\$2,187,223</u>	<u>\$1,088,682</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued expenses	\$93,049	\$40,106
Accrued payroll and benefits	153,607	121,776
Refundable Advances	-	-
Dreferred Revenue	-	-
Current maturities of long-term debt	300,000	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	<u>-</u>	<u>-</u>
<b>TOTAL CURRENT LIABILITIES</b>	\$546,656	\$161,882
<b>LONG-TERM DEBT, net current maturities</b>	\$564,877	\$-
<b>TOTAL LIABILITIES</b>	<u>\$1,111,533</u>	<u>\$161,882</u>
<b>NET ASSETS</b>		
Unrestricted	\$1,075,690	\$926,800
Temporarily restricted	<u>-</u>	<u>-</u>
<b>TOTAL NET ASSETS</b>	<u>\$1,075,690</u>	<u>\$926,800</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$2,187,223</u>	<u>\$1,088,682</u>

Check

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**FILL IN GRAY CELLS**

**Great Oaks Charter School**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED JUNE 30,**

	2016			2015
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
State & Local Operating Revenue	\$3,826,004	\$-	\$3,826,004	\$3,475,976
Federal - Title and IDEA	-	108,612	108,612	63,376
Federal - Other	-	782,069	782,069	247,015
State and City Grants	-	-	-	-
Contributions and private grants	1,250	-	1,250	-
After school revenue	-	-	-	-
Other	49	-	49	9,483
Food Service/Child Nutrition Program	-	-	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>\$3,827,303</b>	<b>\$890,681</b>	<b>\$4,717,984</b>	<b>\$3,795,850</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$1,811,214	\$819,426	\$2,630,640	\$1,802,966
Special Education	1,046,598	-	1,046,598	757,369
Other Programs	-	-	-	-
Total Program Services	\$2,857,812	\$819,426	\$3,677,238	\$2,560,335
Supporting Services				
Management and general	\$820,602	\$71,254	\$891,856	\$487,047
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>\$3,678,413</b>	<b>\$890,681</b>	<b>\$4,569,094</b>	<b>\$3,047,382</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>\$148,890</b>	<b>\$-</b>	<b>\$148,890</b>	<b>\$748,468</b>
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	(58,814)
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$(58,814)</b>
<b>CHANGE IN NET ASSETS</b>	<b>\$148,890</b>	<b>\$-</b>	<b>\$148,890</b>	<b>\$689,654</b>
NET ASSETS BEGINNING OF YEAR	\$926,800	\$-	\$926,800	\$237,146
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	<b>\$1,075,690</b>	<b>\$-</b>	<b>\$1,075,690</b>	<b>\$926,800</b>

# New York State Education Department

## Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

### 2015-16 Budget & Cash Flow Template

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#### General Instructions and Notes for New Application Budgets and Cash Flows Templates

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<b>1</b>	Complete ALL SIX columns in <b>BLUE</b>
<b>2</b>	Enter information into the <b>GRAY</b> cells
<b>3</b>	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
<b>4</b>	Funding by School District information for all NYS School district is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accommodate additional districts if necessary.
<b>5</b>	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**Great Oaks Charter School**

**PROJECTED BUDGET FOR 2016-2017**

**July 1, 2016 to June 30, 2017**

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,597,186	613,014	-	-	-	4,210,200
Total Expenses	3,366,578	592,860	-	-	365,480	4,324,918
Net Income	230,608	20,154	-	-	(365,480)	(114,718)
Actual Student Enrollment	215	60				-
Total Paid Student Enrollment	205	54				259

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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**REVENUE**

**REVENUES FROM STATE SOURCES**

Per Pupil Revenue	CY Per Pupil Rate	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
<b>District of Location</b>							
School District 2 (Enter Name)	\$14,457.00	2,963,685	-	-	-	-	2,963,685
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		<b>2,963,685</b>					<b>2,963,685</b>
Special Education Revenue		-	613,014	-	-	-	613,014
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		-	-	-	-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>2,963,685</b>	<b>613,014</b>				<b>3,576,699</b>

**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs		-	-	-	-	-	-
Title I		68,302	-	-	-	-	68,302
Title Funding - Other		5,254	-	-	-	-	5,254
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		150,000	-	-	-	-	150,000
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		<b>223,556</b>					<b>223,556</b>

**LOCAL and OTHER REVENUE**

Contributions and Donations, Fundraising		-	-	-	-	-	-
Erate Reimbursement		10,300	-	-	-	-	10,300
Interest Income, Earnings on Investments, NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		17,980	-	-	-	-	17,980
Other Local Revenue		381,665	-	-	-	-	381,665
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		<b>409,945</b>					<b>409,945</b>

**TOTAL REVENUE**

<b>3,597,186</b>	<b>613,014</b>					<b>4,210,200</b>
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**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Executive Management	1.00	125,000	-	-	-	-	125,000
Instructional Management	1.00	110,000	-	-	-	-	110,000
Deans, Directors & Coordinators	8.00	496,420	-	-	-	-	496,420
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-
Administrative Staff	2.00	-	-	-	-	148,000	148,000
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>12</b>	<b>731,420</b>				<b>148,000</b>	<b>879,420</b>

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	9.00	503,910	55,990	-	-	-	559,900
Teachers - SPED	3.00	-	177,000	-	-	-	177,000
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-	-

List exact titles and staff FTE's ( Full time equivalent)



**Great Oaks Charter School**

**PROJECTED BUDGET FOR 2016-2017**

**July 1, 2016 to June 30, 2017**

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,597,186	613,014	-	-	-	4,210,200
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Net Income	230,608	20,154	-	-	(365,480)	(114,718)
Actual Student Enrollment	215	60				-
Total Paid Student Enrollment	205	54				259

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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<b>TOTAL SCHOOL OPERATIONS</b>	<b>315,980</b>	<b>17,500</b>				<b>333,480</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>						
Insurance	32,482	6,126	-	-	3,892	42,500
Janitorial	45,857	8,649	-	-	5,494	60,000
Building and Land Rent / Lease	678,082	127,890	-	-	81,238	887,210
Repairs & Maintenance	19,107	3,604	-	-	2,289	25,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	85,218	16,073	-	-	10,210	111,500
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>860,746</b>	<b>162,341</b>			<b>103,123</b>	<b>1,126,210</b>
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>225,992</b>	<b>42,623</b>			<b>27,075</b>	<b>295,690</b>
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTINGENCY</b>	<b>-</b>	<b>-</b>			<b>-</b>	<b>-</b>
<b>TOTAL EXPENSES</b>	<b>3,366,578</b>	<b>592,860</b>			<b>365,480</b>	<b>4,324,918</b>
<b>NET INCOME</b>	<b>230,608</b>	<b>20,154</b>			<b>(365,480)</b>	<b>(114,718)</b>
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>						
District of Location	205	54				259
School District 2 (Enter Name)						-
School District 3 (Enter Name)						-
School District 4 (Enter Name)						-
School District 5 (Enter Name)						-
<b>TOTAL ENROLLMENT</b>	<b>205</b>	<b>54</b>				<b>259</b>
<b>REVENUE PER PUPIL</b>	<b>17,547</b>	<b>11,352</b>				
<b>EXPENSES PER PUPIL</b>	<b>16,422</b>	<b>10,979</b>				

**GREAT OAKS CHARTER SCHOOL**

**FINANCIAL STATEMENTS  
AND AUDITOR'S REPORTS**

**JUNE 30, 2016 AND 2015**

**GREAT OAKS CHARTER SCHOOL**

**TABLE OF CONTENTS**

**Independent Auditor's Report on Financial Statements  
and Supplementary Information**

**Exhibit**

**A - Balance Sheet**

**B - Statement of Activities**

**C - Statement of Functional Expenses**

**D - Statement of Cash Flows**

**Notes to Financial Statements**

**Schedule of Expenditures of Federal Awards**

**Notes to Schedule of Expenditures of Federal Awards**

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(continued)**

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and on Compliance and Other Matters Based on  
an Audit of Financial Statements Performed in  
Accordance with Government Auditing Standards**

**Report on Compliance for Each Major Federal Program;  
and on Internal Control Over Compliance**

**Schedule of Findings and Questioned Costs**



**Independent Auditor's Report on Financial Statements  
and Supplementary Information**

**Board of Trustees  
Great Oaks Charter School**

***Report on the Financial Statements***

We have audited the accompanying financial statements of Great Oaks Charter School, which comprise the balance sheet as of June 30, 2016 and 2015, and the related statements of activities, functional expenses and cash flows for the years then ended and the related notes to the financial statements.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Opinion***

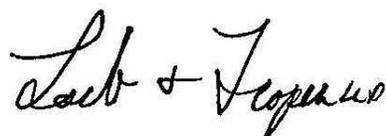
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Great Oaks Charter School as of June 30, 2016 and 2015, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Supplementary Information***

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2016 on our consideration of Great Oaks Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Great Oaks Charter School's internal control over financial reporting and compliance.



October 26, 2016

## GREAT OAKS CHARTER SCHOOL

## BALANCE SHEET

JUNE 30, 2016 AND 2015

<b>ASSETS</b>	<b>2016</b>	<b>2015</b>
Current assets		
Cash	\$ 537,722	\$ 603,730
Grants and contracts receivable	355,087	90,449
Security deposits	178,694	17,500
Prepaid expenses	48,063	23,913
Total current assets	1,119,566	735,592
Cash - reserve (Note 2)	75,080	75,033
Fixed assets - net (Note 3)	1,033,296	278,057
Total assets	<u>\$ 2,227,942</u>	<u>\$ 1,088,682</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities		
Accounts payable and accrued expenses	\$ 89,639	\$ 37,283
Accrued salaries and related liabilities	153,607	121,776
Loan payable (Note 7)	300,000	
Management fee payable (Note 6)		2,823
Total current liabilities	543,246	161,882
Loan payable (Note 7)	564,877	
Total liabilities	1,108,123	161,882
Net assets (Exhibit B)		
Unrestricted	1,119,819	926,800
Total liabilities and net assets	<u>\$ 2,227,942</u>	<u>\$ 1,088,682</u>

See independent auditor's report.

The accompanying notes are an integral part of these statements.

## GREAT OAKS CHARTER SCHOOL

## STATEMENT OF ACTIVITIES

YEARS ENDED JUNE 30, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
Operating revenues and other support		
State and local per-pupil operating revenues	\$ 3,826,005	\$ 3,475,976
Government grants and contracts	934,810	310,391
Miscellaneous income	1,298	9,483
	<u>4,762,113</u>	<u>3,795,850</u>
Total operating revenues and other support		
Expenses (Exhibit C)		
Program services		
Education	2,630,640	1,802,966
Special education	1,046,597	757,369
	<u>3,677,237</u>	<u>2,560,335</u>
Total program services		
Supporting services		
Management and general	891,857	487,047
	<u>4,569,094</u>	<u>3,047,382</u>
Total expenses		
Change in unrestricted net assets before loss on disposal fixed assets	193,019	748,468
Loss on disposal of fixed assets		<u>(58,814)</u>
Change in unrestricted net assets (Exhibit D)	193,019	689,654
Net assets, unrestricted - beginning of year	<u>926,800</u>	<u>237,146</u>
Net assets, unrestricted - end of year (Exhibit A)	<u>\$ 1,119,819</u>	<u>\$ 926,800</u>

See independent auditor's report.

The accompanying notes are an integral part of these statements.

GREAT OAKS CHARTER SCHOOL

EXHIBIT C

STATEMENT OF FUNCTIONAL EXPENSES

YEARS ENDED JUNE 30, 2016 AND 2015

	No. of Positions	2016			
		Program Services		Supporting Services	
		Education	Special Education	Management and General	
			Total	Total	
Personnel service costs					
Administrative staff personnel	10	\$ 1,122,155	\$ 463,216	\$ 1,585,371	\$ 437,060
Instructional personnel	55	\$ 1,122,155	\$ 463,216	\$ 1,585,371	\$ 1,585,371
Total salaries	65	1,122,155	463,216	1,585,371	437,060
Payroll taxes and employee benefits		166,164	68,591	234,755	64,718
Professional development		23,614	9,748	33,362	9,197
Professional fees (Note 6)		215,523	88,966	304,489	110,764
Student and staff recruitment		17,894	5,737	23,631	1,686
Curriculum and classroom		85,728	24,968	110,696	
Supplies and materials		37,794	24,598	62,392	9,950
Food service		8,801	2,563	11,364	
Travel/conferences		50,475	14,700	65,175	
Insurance		22,967	9,480	32,447	8,945
Information technology		39,816	15,248	55,064	11,702
Occupancy/facility costs (Note 4)		595,930	224,346	820,276	162,734
Non-capitalized equipment and furnishings		47,931	13,960	61,891	3,881
Repairs and maintenance		9,965	4,113	14,078	13,845
Interest		35,547	14,673	50,220	
Depreciation and amortization		147,309	60,808	208,117	57,375
Other		3,027	882	3,909	
Total expenses (Exhibit B)		\$ 2,630,640	\$ 1,046,597	\$ 3,677,237	\$ 891,857
					\$ 4,569,094

-continued-

GREAT OAKS CHARTER SCHOOL

EXHIBIT C

-2-

STATEMENT OF FUNCTIONAL EXPENSES

YEARS ENDED JUNE 30, 2016 AND 2015

	No. of Positions	2015			2015	
		Education	Special Education	Total	Supporting Services Management and General	Total
		Program Services	Program Services	Program Services	Supporting Services	Supporting Services
Personnel service costs						
Administrative staff personnel	6	743,418	331,273	1,074,691	238,339	238,339
Instructional personnel	44	743,418	331,273	1,074,691	238,339	1,074,691
Total salaries	50	743,418	331,273	1,074,691	238,339	1,313,030
Payroll taxes and employee benefits		119,748	53,361	173,109	38,391	211,500
Professional development		22,158	9,874	32,032	7,104	39,136
Professional fees (Note 6)		171,420	83,636	255,056	79,612	334,668
Student and staff recruitment		20,184	6,573	26,757	1,443	28,200
Curriculum and classroom		91,376	26,613	117,989	4,634	117,989
Supplies and materials		26,702	12,388	39,090		43,724
Food service		11,675	3,400	15,075		15,075
Travel/conferences		35,826	10,434	46,260		46,260
Insurance		17,928	7,989	25,917	5,748	31,665
Information technology		26,507	10,745	37,252	6,282	43,534
Occupancy/facility costs (Note 4)		419,983	162,640	582,623	83,745	666,368
Non-capitalized equipment and furnishings		24,128	7,027	31,155		31,155
Repairs and maintenance		10,318	4,598	14,916	3,308	18,224
Depreciation and amortization		51,287	22,854	74,141	16,443	90,584
Other		10,308	3,964	14,272	1,998	16,270
Total expenses (Exhibit B)		\$ 1,802,966	\$ 757,369	\$ 2,560,335	\$ 487,047	\$ 3,047,382

See independent auditor's report.

The accompanying notes are an integral part of these statements.

**GREAT OAKS CHARTER SCHOOL**  
**STATEMENT OF CASH FLOWS**  
**YEARS ENDED JUNE 30, 2016 AND 2015**

	<u>2016</u>	<u>2015</u>
Cash flows from operating activities		
Change in net assets (Exhibit B)	\$ 193,019	\$ 689,654
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Depreciation and amortization	265,492	90,584
Loss on disposal of fixed assets		58,814
Decrease (increase) in assets		
Grants and contracts receivable	(264,638)	38,006
Security deposits	(161,194)	(7,500)
Prepaid expenses	(24,150)	(5,948)
Increase (decrease) in liabilities		
Accounts payable and accrued expenses	52,356	(77,577)
Accrued salaries and related liabilities	31,831	68,845
Management fee payable	(2,823)	2,823
Net cash provided by operating activities	<u>89,893</u>	<u>857,701</u>
Cash flows from investing activities		
Fixed asset acquisitions	(1,020,731)	(236,494)
Cash - reserve	(47)	(75,033)
Net cash used by investing activities	<u>(1,020,778)</u>	<u>(311,527)</u>
Cash flows from financing activities		
Proceeds from loan	900,812	
Principal payments on loan	(35,935)	(44,300)
Net cash provided (used) by financing activities	<u>864,877</u>	<u>(44,300)</u>
Net change in cash	(66,008)	501,874
Cash - beginning of year	<u>603,730</u>	<u>101,856</u>
Cash - end of year	<u>\$ 537,722</u>	<u>\$ 603,730</u>
Supplemental disclosure of cash flow information		
Cash paid during the year for interest	<u>\$ 64,065</u>	

See independent auditor's report.

The accompanying notes are an integral part of these statements.

**GREAT OAKS CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016 AND 2015**

**NOTE 1 - NATURE OF ORGANIZATION**

Great Oaks Charter School (GOCS) is an educational corporation that operates as a charter school in the borough of Manhattan, New York City. On November 5, 2012, the Board of Regents and the Board of Trustees of the University of the State of New York, for and on behalf of the State Education Department, granted GOCS a charter valid for a term of 5 years and renewable upon expiration. The school was granted a charter from grades 6-10. GOCS was organized to create a rigorous, supportive middle and high school program that ensures its graduates have the requisite knowledge and habits of mind to earn a degree from a competitive four-year college or University. During fiscal year 2016 GOCS operated classes for 206 Students in grades 6 through 8 and during fiscal year 2015, GOCS operated classes for 188 students in grades 6 through 7.

Great Oaks Charter School is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. GOCS is supported primarily by state and local per-pupil operating revenues.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Basis of accounting*** - The financial statements are prepared on the accrual basis of accounting.

***Use of estimates*** - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

***Cash - reserve*** - As part of GOCS's charter agreement, GOCS agreed to establish a long-term account to pay for legal and audit expenses that would be associated with a dissolution should it occur.

***Grants and contracts receivable*** - Revenues from government grants and contracts to which GOCS is entitled are recognized mostly on student enrollment. Some grants are provided for specific educational endeavors, which are not based on student enrollment, and are recorded when related expenditures are incurred by GOCS. Receivables are recorded when the revenue is earned.

**GREAT OAKS CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016 AND 2015**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

***Allowance for doubtful accounts*** - GOCS determines whether an allowance for uncollectibles should be provided for receivables. Such estimates are based on management's assessment of the aged basis of its receivables, current economic conditions and historical information. Receivables are written off against the allowance for doubtful accounts when all reasonable collection efforts have been exhausted. GOCS has determined that no allowance for uncollectible accounts for grant and contracts receivable is necessary as of June 30, 2016 and 2015.

***Fixed assets*** - Fixed assets are recorded at cost. Items with a cost of \$2,500 and an estimated useful life of more than one year are capitalized. Depreciation is provided on the straight-line basis over the estimated following useful lives of assets. Leasehold improvements are capitalized at cost and amortized over the life of the lease or the useful life of the improvement, whichever is shorter.

***Unrestricted net assets*** - Unrestricted net assets include funds having no restrictions as to use or purpose imposed by donors.

***State and local per-pupil revenues*** - Revenues from the state and local governments resulting from GOCS's charter status and based on the number of students enrolled are recorded when services are performed in accordance with the charter agreement. These grants are recorded as revenue by GOCS when services are rendered.

***Contributions*** - Unconditional contributions, including promises to give cash and other assets, are reported at fair value at the date the contribution is received. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. The gifts are reported as temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

The New York City Department of Education provides free and reduced-price lunches directly to a majority of the students. Such costs are not included in the financial statements.

***Government grants and contracts*** - Revenues from government grants and contracts to which GOCS is entitled are recognized mostly on student enrollment. Some grants are provided for specific educational endeavors, which are not based on student enrollment, and are recorded when related expenditures are incurred by GOCS.

***Rent expense*** - Rent is recorded on the straight-line basis over the term of the lease.

-continued-

**GREAT OAKS CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016 AND 2015**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

*Functional allocation of expenses* - The costs of providing services have been summarized on a functional basis. Expenses are allocated among the program and supporting services based on the nature of the expense.

*Uncertainty in income taxes* - GOCS has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements. Periods ending June 30, 2013 and subsequent remain subject to examination by applicable taxing authorities.

*Subsequent events* - Subsequent events have been evaluated through October 26, 2016, which is the date the financial statements were available to be issued.

**NOTE 3 - FIXED ASSETS**

	<u>2016</u>	<u>2015</u>	<u>Useful Lives</u>
Furniture and fixtures	\$ 142,510	\$ 129,170	3-5 years
Equipment	230,902	185,158	3-5 years
Leasehold improvements	1,022,060	60,413	4-5 years
Computer software	<u>21,413</u>	<u>21,413</u>	3 years
	1,416,885	396,154	
Accumulated depreciation and amortization	<u>(383,589)</u>	<u>(118,097)</u>	
	<u>\$ 1,033,296</u>	<u>\$ 278,057</u>	

**NOTE 4 - LEASE COMMITMENT**

On June 4, 2013, GOCS entered into a lease with St. Josephs Church of St. Joachim Corporation for a location in New York City, NY. The lease commenced on July 1, 2013 and expired on June 30, 2015. Rent expense as of June 30, 2015 was \$400,800.

-continued-

**GREAT OAKS CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016 AND 2015**

**NOTE 4 - LEASE COMMITMENT (continued)**

On June 24, 2015, GOCS entered into a lease with Kunskapsskolan USA, Inc. for a location at Delancey Street, New York. The lease commenced on July 1, 2015 and expires on February 21, 2022. Rent expense for the year ended June 30, 2016 was \$537,174. Future minimum rental payments are estimated as follows:

2017	\$ 506,814
2018	552,454
2019	552,454
2020	552,454
2021	<u>602,188</u>
	<u>\$ 2,766,364</u>

**NOTE 5 - CONTINGENCIES AND CONCENTRATIONS**

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

A significant portion of GOCS's operating revenue is paid by New York City Department of Education.

**NOTE 6 - ACADEMIC AND SERVICES AGREEMENT**

The School entered into an Academic and Business Service Agreement with Great Oaks Foundation, Inc. (GOF), a not-for-profit organization dedicated to help start and run charter schools. The agreement provides academic, management and other administrative support services to GOCS. Pursuant to the terms of the agreement, GOCS shall pay GOF a service fee equivalent to 10% of the approved basic per-pupil operating revenues for the current year. The agreement is renewable annually. These current terms end June 30, 2016. Service fees were \$288,087 in 2016 and \$259,065 in 2015.

-continued-

**GREAT OAKS CHARTER SCHOOL**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2016 AND 2015**

**NOTE 7 - LOAN PAYABLE**

In connection with the lease agreement, GOCS obtained an uncollateralized \$1,100,000 promissory note from Kunskapsskolan USA, Inc. for the leasehold improvements associated with their School space. The loan has an imputed interest rate of 8% per annum. The imputed fair value of the loan at July 1, 2015 was \$900,812. Interest expense for the year ended June 30, 2016 was \$64,065. The loan matures on July 1, 2021. As of June 30, 2016, the outstanding balance on the loan is \$864,877.

Principal payments on the loan are due as follows:

2017	\$ 300,000
2018	138,889
2019	128,601
2020	119,075
2021	110,254
2022	<u>68,058</u>
	<u>\$ 864,877</u>

**GREAT OAKS CHARTER SCHOOL**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED JUNE 30, 2016**

<b>Federal Grantor/Pass-through Grantor/Program or Cluster Title</b>	<b>Federal CFDA Number</b>	<b>Pass-through Entity Identifying Number</b>	<b>Federal Expenditures</b>
Corporation for National and Community Service AmeriCorps Passed through Great Oaks Foundation, Inc.	94.006	N/A	\$ <u>632,069</u>
Total Corporation for National and Community Service			<u>632,069</u>
U.S. Department of Education Title I Grants to Local Educational Agencies Passed through New York State Education Department	84.010	0021-16-49-85	<u>58,212</u>
Total Title I Grants to Local Educational Agencies			<u>58,212</u>
Charter Schools Passed through Great Oaks Foundation, Inc.	84.282	N/A	<u>150,000</u>
Total Charter Schools			<u>150,000</u>
Improving Teacher Quality State Grants Passed through New York State Education Department	84.367	0147-16-49-85	<u>4,087</u>
Total Improving Teacher Quality State Grants			<u>4,087</u>
Total expenditures of federal awards			<u><u>\$ 844,368</u></u>

See independent auditor's report.

The accompanying notes are an integral part of this schedule.

**GREAT OAKS CHARTER SCHOOL**

**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**YEAR ENDED JUNE 30, 2016**

**NOTE 1 - BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Great Oaks Charter School (GOCS) under programs of the federal government for the year ended June 30, 2016. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of GOCS, it is not intended to and does not present the financial position, changes in net assets or cash flows of GOCS.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

**NOTE 3 - INDIRECT COST RATE**

GOCS has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**NOTE 4 - SUBRECIPIENTS**

There were no payments made to subrecipients for federal awards received during the year ended June 30, 2016.



**Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on  
an Audit of Financial Statements Performed in  
Accordance with Government Auditing Standards**

Independent Auditor's Report

**Board of Trustees  
Great Oaks Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Great Oaks Charter School, which comprise the balance sheet as of June 30, 2016, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 26, 2016.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered Great Oaks Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Great Oaks Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Great Oaks Charter School's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

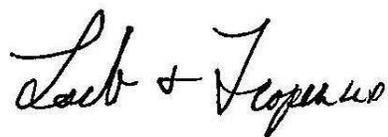
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether Great Oaks Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

***Purpose of This Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



October 26, 2016



**Report on Compliance for Each Major Federal Program;  
and on Internal Control Over Compliance**

Independent Auditor's Report

**Board of Trustees  
Great Oaks Charter School**

***Report on Compliance for Each Major Federal Program***

We have audited Great Oaks Charter School's compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of Great Oaks Charter School's major federal programs for the year ended June 30, 2016. Great Oaks Charter School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Great Oaks Charter School's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Great Oaks Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Great Oaks Charter School's compliance.

### ***Opinion on Each Major Federal Program***

In our opinion, Great Oaks Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2016.

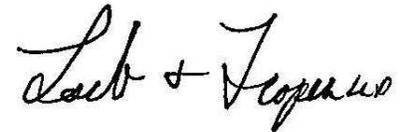
### ***Report on Internal Control Over Compliance***

Management of Great Oaks Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Great Oaks Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Great Oaks Charter School's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "Loeb & Troper". The signature is written in a cursive, flowing style.

October 26, 2016

**GREAT OAKS CHARTER SCHOOL**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2016**

**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Unmodified

Internal control over financial reporting:  
 Material weakness(es) identified?            yes     X     no  
 Significant deficiency(ies) identified?            yes     X     none reported

Noncompliance material to financial statements noted?            yes     X     no

**Federal Awards**

Internal control over major federal programs:  
 Material weakness(es) identified?            yes     X     no  
 Significant deficiency(ies) identified?            yes     X     none reported

Type of auditor's report issued on compliance  
 for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported  
 in accordance with CFR 200.516 (a)?            yes     X     no

Identification of major federal programs:

**CFDA Number                    Name of Federal Program or Cluster**

94.006                    Americorps

Dollar threshold used to distinguish between  
 Type A and Type B programs:                                     \$750,000

Auditee qualified as low-risk auditee?            yes     X     no

**GREAT OAKS CHARTER SCHOOL**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2016**

**Section II - Financial Statement Findings**

No matters were reported.

**Section III - Federal Award Findings and Questioned Costs**

No matters were reported.

**GREAT OAKS CHARTER  
SCHOOL**

**MANAGEMENT LETTER**

**JUNE 30, 2016**



**Board of Trustees  
Great Oaks Charter School**

In planning and performing our audit of the financial statements of Great Oaks Charter School (the "School") as of and for the year ended June 30, 2016 in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

We wish to make the following observations and recommendations for consideration by management:

**Journal Entries**

During the course of the audit, we noted that the fiscal department does not currently have procedures in place to ensure that journal entries as prepared are reviewed by someone other than the preparer. It is possible to initiate, prepare and post a general journal entry without authorization or review. The review of general journal entries is important in helping to ensure that the transactions recorded are correct.

We recommend that the School implement procedures to ensure that all general journal entries are reviewed. As part of the review process, the reviewer should indicate approval with initials.

**Credit Cards**

During our audit, we sampled supporting documentation for credit card purchases and noted that there were instances when receipts for purchases made were not provided by the users. In addition, we noted that some of the monthly statements requested were not on file. We recommend that all receipts be submitted and maintained with the statement and that all statements are maintained by the accounting department.

**Sub-recipient Agreements**

The School is a sub-recipient to two awards from Great Oaks Foundation, Inc. We noted that there is no formal agreement between the two corporations. We recommend that all grants be formalized through grant agreements.

This communication is intended solely for the information and use of management, the Board of Trustees and others within Great Oaks Charter School, and is not intended to be and should not be used by anyone other than these specified parties.



October 26, 2016

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

SUSAN AKSELRAD

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

GREAT OAKS CHARTER SCHOOL NY.

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Chair of the Board, Secretary
2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself



<b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b>
---

**Trustee Name:**

\_\_\_\_\_ Neha Bajaj \_\_\_\_\_

**Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):**

\_\_\_\_\_ Great Oaks New York \_\_\_\_\_

- List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board Member, Treasurer
- Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

NONE

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
NONE				

Signature       Vicki Boyz       Date       7/25/16      

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone:       [REDACTED]      

Business Address: \_\_\_\_\_

E-mail Address:       [REDACTED]      

Home Telephone:       [REDACTED]      

Home Address:       [REDACTED]

**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

Jessica Muse

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Great Oaks Charter School - NYC

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
  
2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

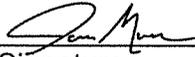
Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	NONE		

*Please write "None" if applicable. Do not leave this space blank.*

--	--	--	--

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

  
Signature

7/28/2016  
Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



<b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b>
---

Trustee Name:

Elizabeth Sexton

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Great Oaks NYC

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	None		

*Please write "None" if applicable. Do not leave this space blank.*

--	--	--	--

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
	<b>None</b>			

*Elizabeth Septon* 07/27/2016

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Signature Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_

<b>Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</b>
---

Trustee Name: **Michael Thomas Duffy**

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Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

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1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board Member
  
2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?  
 Yes  No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
	President of the	Recusal from votes	

Continuous	school's support organization	related to the contract between the Great Oaks Foundation and the school.	Michael Thomas Duffy
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5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Great Oaks Foundation	School support services	Face value of the contract, which was approximately \$280,000	None	Recusal from votes related to the contract between the Great Oaks Foundation and the school.



\_\_\_\_\_  
Signature

July 31, 2016  
Date

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone

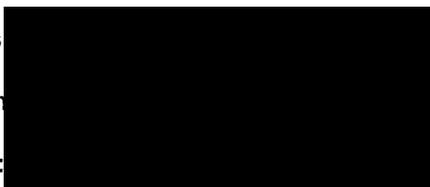
Business Address



E-mail Address

Home Telephone

Home Address:



**Disclosure of Financial Interest by a Current or Proposed Charter School  
Education Corporation Trustee**

Trustee Name:

*Robert Ludlum*

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

*Great Oaks NYC*

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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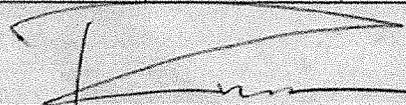
Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

Please write "None" if applicable. Do not leave this space blank.

None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

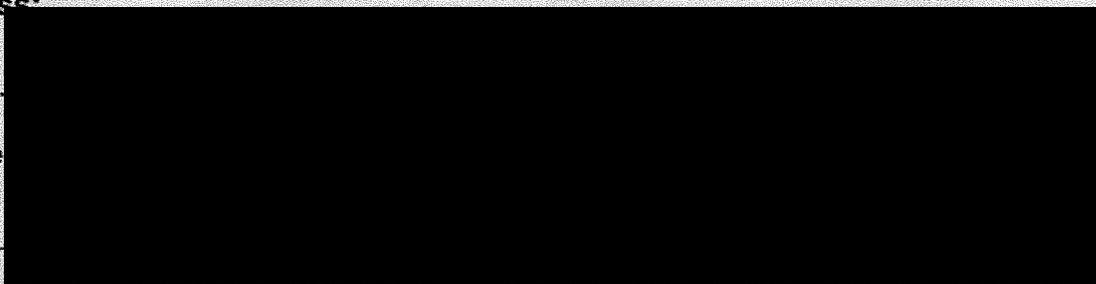
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Please write "None" if applicable. Do not leave this space blank.				
None				

Signature:  Date: 7.29.16

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Home Telephone: \_\_\_\_\_  
 Home Address: \_\_\_\_\_



**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

John M. Love

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Great Oaks Charter School - New York

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). board secretary

2. Is the trustee an employee of any school operated by the Education Corporation?  
 Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

<i>Please write "None" if applicable. Do not leave this space blank.</i> <b>None</b>			
---	--	--	--

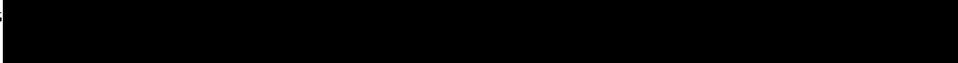
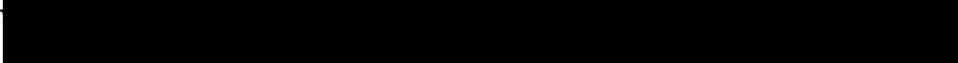
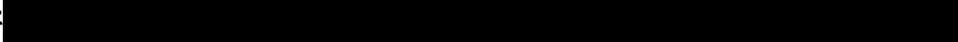
5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i> <b>None</b>				

Signature *[Handwritten Signature]* Date 7/26/16

*Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*

Business Telephone: \_\_\_\_\_

Business Address:   
 E-mail Address:   
 Home Telephone:   
 Home Address: 



# Entry 9 BOT Table

Last updated: 08/01/2016

## Page 1

### 1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Susan Akselrad	[REDACTED]	Chair/Board President	ALL	Yes	Legal	Original Member - 7/2016
2	Joe McDonald	[REDACTED]	Vice Chair/Vice President	Academic	Yes	Education	Original Member - 7/2016
3	John Love	[REDACTED]	Secretary	Academic	Yes	Education	Original Member - 7/2016
4	Neha Bejaj	[REDACTED]	Treasurer	Finance	Yes	Finance	8/2014 - 8/2017
5	Robert Ludlum	[REDACTED]	Trustee/Member	Finance	Yes	Finance	Original Member - 7/2016
6	Liz Sexton	[REDACTED]	Trustee/Member	Academic	Yes	Education, Parent	7/2014 - 7/2017
7	Michael Duffy	[REDACTED]	Trustee/Member	Facilities	No	Facilities, governance	Original Member - 7/2016
8	Jessica Muse	[REDACTED]	Trustee/Member	none	Yes	Personnel, parent	9/2015 - 9/2018

9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

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**2. Total Number of Members on June 30, 2015**

8

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**3. Total Number of Members Joining the Board 2015-16 School Year**

1

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**4. Total Number of Members Departing the Board during the 2015-16 School Year**

1

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**5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes**

7-9

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**6. Number of Board Meetings Conducted in the 2015-16 School Year**

11

## **7. Number of Board Meetings Scheduled for the 2016-17 School Year**

11

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**Thank you.**

GREAT OAKS



CHARTER SCHOOL  
Great oaks, from little acorns grow

## Great Oaks Charter School- New York City

### August 3 Board Meeting Minutes

In attendance: Michael Duffy, Jean Lombardi, Susan, Akselrad Liz Sexton, Rick Iandoli, CJ, Laura Rincon (Staff), Dessie Thomas (Staff), Rashaun Reid (Staff), Liza Levine (Staff)

Liza did a spotlight on July 27's very successful event.

Michael suggested that since only 3 members are present that there be no votes for this meeting. Everyone in attendance agreed.

Liza did an update on enrollment. We are pretty decent as far as numbers are concerned. We did a mailing and Liza is making phone calls. Diane will continue to call from waitlist. Families that are leaving feel it is not rigorous enough. Liza is considering honors/AP class sections. DJ is working to identify tutors that could work with upper level students. We need to focus on math more per parents. We will use Kate as guidance counselor

Michael introduced Civic Builders. Civic Builders did a presentation about 88 Greenwich the potential site of high school. Civic builders is a non-profit developer that helps with charter school space and have completed 20 buildings for NYC charter schools. They went over time line and budget.

Board had a discussion about potential high school space. Pros and cons no gym space no athletic program. Michael will circulate information to the board and the board will vote during September meeting.

Next board meeting September 8, October 13, November 10, December 8, January 12, Feb 9, March 8, April 12, May 10, June 14. Dessie will send out calendar invites to all board members

Staffing: no staffing changes. We have 10 out of 12 hired. Michael Thayer relented on position. Liza will make offer for dean of students by end of the week.

Rick gave finance update with no handouts. We are on budget with move and planning of school year. Liza and Rick have been meeting regularly and moving things around

Liza went over family handbook. Handbook needs vote in order to publish to families. Susan has edits that she shared.

Laura went over 2014-2015 ELA and Math assessment data and state test data.

Meeting adjourned at 7pm.

# Great Oaks Charter School - NYC

## Minutes

### Board Meeting

---

**Date and Time**

Tuesday September 8, 2015 at 6:00 PM

**Location**

38 Delancey Street 3rd Floor

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**Board Members Present**

C. Ingersoll, E. Sexton, J. Love, J. McDonald, J. Muse, L. Levine, M. Duffy, N. Bajaj, R. Ludlum, S. Akselrad

**Board Members Absent****Guests Present**

J. Lombardi, R. Reid

---

**I. Opening Items****A.Record Attendance and Guests****B.Call the Meeting to Order**

S. Akselrad called a meeting of the board of directors of Great Oaks Charter School - NYC to order on Tuesday Sep 8, 2015 @ 6:01 PM at 38 Delancey Street 3rd Floor.

**C.Approve Minutes****D.New board member**

Michael Duffy suggested we vote on new member. Vote was made and passed unanimously to welcome Jessica Muse to the GONYC board.

**E.Minute taking**

Susan suggested that minutes be taken and organized by category and board agreed. Board agreed that Dessie Thomas will take minutes from now on.

**II. Academic Excellence****A.Academic Spotlight**

Liza Levine gave the school update. Enrollment is at 216. We are working on keeping at that number. A few scholars have left around different concerns with

rigor and behaviors. We are not going to open wait list. Susan Akselrad stated that the board wants to know about issues that are coming up with behaviors that are going on. Liza Levine believes in parents sharing the burden when their children have behavioral issues.

#### **B. Staffing Update**

Liza gave staff update. Fully hired except 1 section of writing. We are holding on DOS hire. Jackie Boyd is a great candidate for coaching and the missing section of writing.

#### **C. Family Handbook**

Feedback was given on Family Handbook. Numerous typos were found and there are suggestions around terminology. Susan Akselrad questioned some demerits that are given. Joe McDonald recognized during his visit that the students were in transition in the halls at a level 1 and liked that.

#### **D. Academic Update**

Academic update given by Liza Levine. Last year's scores were disappointing. We are implementing reading intervention, increased math curriculum, and re-evaluating how ANET is used. We have reviewed every grade level STAR results. Liza Levine and Rashuan Reid are working on a program that will boost student performance. There was discussion about what benchmarks need to be met in order to renew charter in 3 years.

### **III. Development**

#### **A. Upcoming Fundraiser**

Jean spoke about October 22 event to fundraise at the school. We are planning logistics now and it will be a small cocktail hour.

### **IV. Facility**

#### **A. HS Facility**

Michael Duffy gave announcement about facilities. Considering moving to Brooklyn for high school (15 Snyder Avenue). There were lots of questions and concerns. Susan Akselrad expressed concerns that we will disappoint families. Joe McDonald is concerned with commute to Brooklyn for families. John Love expressed concerns with academics and CJ Ingersoll agrees. CJ Ingersoll feels the Brooklyn move is risky. 88 Greenwich Street would be a heavier financial lift. The Board has decided to think on it. We will talk to authorizer about staying a middle school for the time being. Michael Duffy suggested a formal vote in October meeting that we will stay a middle school.

### **V. Finance**

#### **A. Finance Update**

Rick Landoli gave finance update. We recalibrated enrollment from 225 to 205 and changed the budget. We will receive more rental assistance than expected and more SPED funding as well. We will run negative cash projection this year (included is payments to KED and 38 Delancey deposit.). Rick Landoli answered a few questions on how the AmeriCorps funding affects our funding.

### **VI. Governance**

**A.Management Agreement**

Susan Akselrad has edits to the management agreement. Rick landoli is working on a report card that each school would take about the foundation's level of service to the school. Survey would roll out mid-year about January. Susan Askerlad had a motion to support the report card and John Love seconded the motion. There was a unanimous vote in favor of signing agreement.

**B.Board on Track**

Discussed Board on Track implementation. Susan and John participated in conference call about the programs. The board needs more time in October's meeting to discuss. Board on Track with Susan/John/Liz will schedule the next call.

**VII. Closing Items****A.Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:08 PM.

Respectfully Submitted,  
S. Akselrad

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**Great Oaks Charter School NYC**  
Board Meeting  
October 13, 2015  
Meeting Minutes

In attendance: Michael Duffy, John Love, Susan Akselrad, Joe McDonald, Liz Sexton, CJ Ingersoll, Jessica Muse, Rick landoli, (Staff), Dessie Thomas (staff), Rashaun Reid (staff), Melissa Frank (staff), Liza Levine (staff)

Called to order at 6:01

The board voted and approved September's minutes.

Liza Levine did a spotlight on the Ramapo training for staff that took place on October 12.

Melissa Franks when over past tutor recruitment and upcoming tutor recruitment. Melissa gave highlights of Tutorpalooza in Newark. Bringing all tutors together was a great success. Making plans for next year after feedback from participants.

Liza Levine made a proposal that we fund adding a staff bathroom and it was unanimously approved.

Proposal was made to hold off on high school for 1 year and was unanimously approved.

John Love demonstrated the Board On Track on-line tool for attending board members to get an introduction. Overall, the tool will be used for board development. John promised to send a link for all members to log on and asked everyone to complete initial assessments over the next few weeks before the next board meeting. The hope is that this tool will assist the board in tracking important historical documentation to be used during the renewal process along with the goal of assisting the board to function at a higher level.

Rick landoli provided the finance report by directing the board to review the dashboard. Cash continues to be strong and the school is on track to meet the annual budget goal. Rick noted that revenue is being recorded based on a conservative enrollment count of 205, which is what the budget is based on. Given that enrollment is currently at 215, there will likely be some upside potential, which will be addressed and recorded later in the year once we have a better handle on where enrollment will settle in for the year.

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Michael Duffy then proposed that the board along with the Executive Director move into an executive session. All other attendees were dismissed at this time.

# GREAT OAKS



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## Great Oaks Charter School

### Board Meeting Minutes

**November 10, 2015**

Attendance: Ms. Susan Akselrad, Ms. Neha Bajaj, Mr. Michael Duffy, Mr. John Love, Mr. Joe McDonald, Ms. Jessica Muse, Ms. Liz Sexton, Ms. Liza Levine, Ms. Jackie Boyd, Mr. Long Tran, Mr. Rick Iandoli, Ms. Jean Lombardi, Mr. Rashaun Reid, and Ms. Dianna Yeung.

The meeting was called to order at approximately 6:10pm.

Staff Introductions – Ms. Levine introduced Ms. Boyd, Director of Teaching and Learning, and Mr. Tran, Math Department Chair, to the board. Mr. Tran and Ms. Boyd each introduced themselves and provided their respective visions for Great Oaks. Ms. Akselrad questioned Mr. Tran regarding the diversity of students as this relates to the broad range of their academic abilities. Mr. Tran discussed his philosophy as setting high expectations for our students in order to bring them closer over time to grade level. Ms. Boyd also talked about her experience and her strong focus on curriculum along with her desire to especially assist first year teachers.

#### Approval of Minutes

Mr. Duffy moved to approve the minutes and Mr. Love seconded. All were in favor and approved.

#### Academic Updates

Ms. Levine provided the academic update. She discussed the positive effects of the new schedule and new staff members. Tutors had a karaoke night as a teambuilding exercise, which was led by Mr. Hartigan, Director of Tutor Corps. Ms. Levine has also been meeting with tutors over dinner to listen and discuss their experiences. This has proven to be extremely informative. Ms. Levine shared how Ms. Boyd has dramatically assisted Ms. Honorat, a first year teacher, utilizing the “Strong Voice” method. Ms. Levine reported details regarding her visit to Bridgeport last week, which inspired many new ideas.

Enrollment is currently at 208 due to two moves out of state, one dissatisfied student, and one case with ACS.

Ms. Levine discussed various strategies to work with the high special education population, which continues to be in the 30% range.

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Ms. Levine talked about Mrs. Armbruster's resignation. Ms. Corey Green will replace her. Ms. Green's title will be Director of Student Support Services.

Ms. Levine discussed 4Sight, which is an interim assessment tool. Some initial data was shared with the board. ELA data was encouraging while the math results confirmed the challenges that exist in this area.

Other updates by Ms. Levine included a change in approach for physical education, a maternity leave policy that is in progress, and an upcoming third year visit in January by the authorizer.

## Fundraiser Update

Ms. Lombardi and Ms. Yeung provided an update regarding the various fundraising efforts conducted by Great Oaks Foundation. Most of this support goes directly to the school in the form of grant monies such as AmeriCorps, CSP, Title I and Title II. In addition, some funds are raised indirectly in order to support the work that the Foundation provides to the school.

## Finance Update

Cash continues to be strong with nearly three months of cash in the bank. Mr. Iandoli discussed the known variances to date, both positive and negative. For the full year, we still expect to be close to budget. Ms. Muse inquired about the long-term goals for the fund surplus. Mr. Iandoli discussed the fact that the surplus is sufficient for this stage in the school's growth and introduced the idea that Ms. Levine would like to potentially model a school of 200 students, beginning next year. There will be more to come on this topic in future meetings. Finally, Mr. Iandoli discussed the broad strokes that are anticipated in the parental leave policy now being reviewed by Fried Frank. Ms. Akselrad mentioned that the State of New York has passed a law, which will impose additional requirements over and above the FMLA requirements now in place nationally.

## Facilities Report

The staff bathroom will be completed by the Thanksgiving break. We continue to utilize space on the 2<sup>nd</sup> floor as an extra classroom. Long-term space on the 2<sup>nd</sup> floor is a non-starter for now so the high school question remains deferred for the time being. Ms. Levine mentioned the need to start thinking about tutor housing for next year. First, we have had issues with the 123 Lewis space. Second, the school would like to have some assistance with the sourcing of tutor housing

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in general. Mr. Iandoli spoke about the model used in Bridgeport where the Tutor Corps Director leads the tutor housing effort assisted by the Operations Director.

Mr. Duffy spoke about the long term and suggested that we could use this pause in growth (since we won't be expanding into a high school next year) to think more broadly about the future of Great Oaks.

## Recruitment

Both student and tutor recruitment is underway for next year.

## Governance

Mr. Love provided an update on Board On Track tool and focused on the assessment that was completed by 8 of 9 board members. Ms. Bajaj suggested that we review the various categories that were scored on the low end of the spectrum in order to begin working on the areas most in need of improvement.

Mr. Love then moved to adjourn the meeting, which was seconded by Ms. Sexton. The meeting was adjourned at 7:55pm.

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## **Great Oaks Charter School NYC**

Board Meeting

December 8, 2015

Meeting Minutes

In attendance: Michael Duffy, John Love, Susan Akselrad (phone), Joe McDonald, Liz Sexton, CJ Ingersoll, Jessica Muse, Rick landoli, (Staff), Dessie Thomas (staff), Liza Levine (staff)

Called to order at 6:10 by Joe McDonald

The board voted and approved November's minutes.

Liza Levine did a spotlight on the teacher/tutor model. We have made numerous improvements through the way of professional development sessions that have gone every well. Liza is working with teachers on getting students to proficiency level in ELA. Guided reading has helped. Long Tran has us on track. Liza discussed the charter revision letter and what is needed. Liza Levine went over enrollment information

Rick landoli provided the finance report by directing the board to review the dashboard. Cash continues to be strong and the school is on track to meet the annual budget goal. Rick noted that revenue is being recorded based on a conservative enrollment count of 205, which is what the budget is based on. Long term budget a little at risk if enrollment decreases. If we hold at 206 we will be fine for the budget. We are working with NYS for our final payment from last year. Rick is working with staff on NYC AmeriCorps paperwork for reimbursements. The first reimbursement expected in February.

Everyone discussed tutor housing for next year. Liza Levine suggested we keep housing the way it is and the board agreed.

Recruitment: We are interviewing and hiring tutors. We want 40 total and need at least 7 returners. CJ Ingersoll inquired about current tutor morale. Liza Levine reported that morale was good at the moment and will get better with student achievement. Dessie Thomas is recruiting students. The application went live December 1. We are aiming for 400 applicants.

John Love presented on board compliance with board on track. Joe McDonald wants to know how we compare to other charters. John Love would like to see the bylaws. Rick

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landoli will circulate the bylaws to board. Liz Sexton asks board to consider what we want the IQ grant say from us and should have a defined wow factor.

Michael Duffy would like to invite 2 new board members by the summer. Board agreed that someone from the community and someone in real estate would be ideal.

Joe McDonald made motion to adjourn the meeting at 7:12.

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**Great Oaks NYC  
Board Meeting Minutes  
January 12, 2016**

Called to order at 6:10 by Susan Akselrad

In attendance : John Love, Michael Duffy, Rashuan Reid, Joe McDonald (via phone), Jessica Muse, Liz Sexton, CJ Ingersoll Rick Iandoli (Staff), Liza Levine (staff) and Dessie Thomas (staff)

Susan Akselrad made a motion to adopt last month's minutes. The motion was seconded by John Love

Liza Levine went over the No Bully program. We won our first boys basketball game on Saturday. We received our NYC DOE rating and we are on target. The state oversight visit is in March. Liz Sexton volunteered to be the onsite board member. We continue our ELA push. Susan Akselrad suggested the students apply for grant to go see Hamilton with 10 tickets. Liza Levine announced Blaze Neiwodowski is gone and David Yacoub has stepped in to replace. Transition was seamless.

Rick Iandoli gave the financial update. Finance committee met last week and Rick Iandoli is reporting back. Rick Iandoli is working with Americorp to start those payments. We have lost a few tutors. Sped numbers will need to be reviewed for next year. Liza Levine states we will require 4 learning specialists. Rick Iandoli introduced a maternity leave policy and thinks its a good one that will attract people long term. The Maternity policy was questioned by the board. A motion was made by Liz Sexton to grant Alexandra Fanizzi (teacher) 14 weeks of paid leave. The motion was seconded by all boards members present. Maternity policy will be edited and voted on at the next meeting.

Liza Levine gave a facilities update . Air conditioners will be installed this month and black out shades for classrooms.

Michael Duffy discussed a building in Harlem that is available. Michael Duffy suggests the board make a decision over the next few months.

Liza Levine gave an update on enrollment and planning for next year.

Meeting adjourned at 730

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Meeting called to order at 615 by Susan.

In attendance: Susan Akselrod, John Love, CJ Ingersoll, Joe McDonald. Liza Levine (staff) , Michael Duffy, Dessie Thomas (staff), Rick Iandoli (staff: via phone)

Board members suggest that minutes are changed to say who specifically votes. Joe McDonald made recommendation to audit alignment regulations. John Love made a motion to accept minutes from previous minutes and the motion was seconded by CJ Ingersoll

Liza Levine went over star reading and math, recent suspensions, weapons brought to school, and getting on better levels for state test. Lots of test prep is going on. Board members want stats on the initial class and their progress. New state test is not timed which creates some logistical challenges.

State oversight visit was debriefed and discussed.

Liza Levine went over current enrollment

Liza Levine will give board dates for retreat this summer. July in Cutchogue Long Island/North Fort sometime during the last 2 weeks of July. Maybe July 18? Board members will car pool in or take public transportation.

Michael Duffy discussed HS facility and the search continues.

Rick Iandoli gave finance update. We are working on getting payments form Americorp. Rick Iandoli is working with school staff on compliance items. We need to confirm what the fire department max on humans is in this space. Spoke about A/C quote and replacing windows.

Susan Akselrod discussed staff handbook. Dessie Thomas will send Susan current handbook. Susan will try to have a document that you can adopt in June/July.

Michael Duffy discussed XQ elimination will happen by April 1. State budget will be set in April.

Liza Levine went over received high school acceptances and all got 1<sup>st</sup> or 2<sup>nd</sup> choice. Suggestion was made to do a recruitment flyer with HS places that we were accepted to this year.

Meeting adjourned at 7:24pm

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**Great Oaks Charter School NYC**  
**Board Meeting Minutes**  
**April 12, 2016**

Board meeting was called to order at 6:18 by Susan Akselrad.

In attendance: Susan Akselrad, CJ Ingersoll, Liz Sexton, Rick landoli (staff), Rashaun Reid (staff), Jessica Muse, Joe McDonald, Michael Duffy, John Love, Liza Levine (staff), Dessie Thomas (staff)

Board members welcomed guests of Michael Duffy to the meeting and introduced themselves.

Board reviewed minutes from March meeting. Michael Duffy moved to accept minutes and the motion was unanimously seconded by all present board members.

Liza Levine gave an academic update. ELA state testing went well we hope the results will be reflect that. Board members had questions about scoring of the state exams.

Jessica Muse gave an update about the NYU residency program.

Dessie Thomas and Liza Levine went over recruitment process. Liza Levine asked board members to make keep warm calls.

Liza Levine went over staffing plans for school year 2016-17.

Susan Akselrad went over board retreat dates in July; discussed logistics and transportation. Board members agreed to set the retreat for July 19.

Micheal Duffy spoke about board recruitment and an offer that has been made to a potential board member.

Michael Duffy spoke about XQ and the high school facility (Governors' island)

Liza Levine informed board that Dessie Thomas and Rick landoli will consolidate all facilities proposals and bring them to board meeting.

Rick landoli gave finance update. We are on point for the trends thru the rest of the year We are still waiting on Americorp funds. Susan Akselrad suggests we contact legal if they stall more than 30 more days.

Meeting was adjourned at 742pm.

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**Great Oaks Charter School NYC**  
Board Meeting  
May 9<sup>th</sup> 2016  
Meeting Minutes

Board Meeting Canceled by Board Chair

# Great Oaks Charter School - NYC

## Minutes

### Board Meeting

#### **Date and Time**

Tuesday June 14, 2016 at 6:00 PM

#### **Location**

38 Delancey Street 3rd Floor

#### **Board Members Present**

E. Sexton, J. Love, J. McDonald (remote), J. Muse (remote), M. Duffy, R. Ludlum (remote), S. Akselrad

#### **Board Members Absent**

L. Levine, N. Bajaj

#### **Guests Present**

Cliff Burrison, D.J. Hartigan, J. Lombardi, Jackie Boyd, M. McGregor, Melissa Frank, R. Landoli, R. Reid

### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

S. Akselrad called a meeting of the board of directors of Great Oaks Charter School - NYC to order on Tuesday Jun 14, 2016 @ 6:15 PM at 38 Delancey Street 3rd Floor.

#### **C. Approve Minutes**

J. Love made a motion to approve minutes.

E. Sexton seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **II. Report from Executive Director**

#### **A. Leadership Acknowledgement**

Susan Aksalrad described Liza Levine's decision to exit her position as Executive Director and indicated that the Board has identified a new candidate for Executive Director, Antonio Vance. Susan described Antonio's credentials.

The Board discussed timeline of the transition: Liza will stay through the end of the school year to ensure a natural transition. Assuming Board approval, the new Executive Director will begin immediately. A notification will be sent to families at the end of this week.

The next step is to hire a new Principal who will report to the Executive Director, ideally by July 15.

#### **B.2016 Staffing Report**

Rashaun Reid stated that the school needs to hire an ELA teacher, a Science teacher, and a Special Education teacher. Two tutors will participate in the Relay Graduate School of Education and then will become full-time teachers the following year.

#### **C.Academic Report - Initial Data (2015-16)**

Rashaun Reid shared preliminary state test results, and addressed questions from the Board.

### **III. Governance and Policy**

#### **A.Enrollment Plan for SY16-17**

Mike McGregor provided an update on enrollment: The school plans to have 205 students in the building by October. There is a lottery list of 316 students and the team has contacted every family on the list. 86 families have verbally committed to 6th grade and 74 have registered. More phone calls will happen in the coming weeks to ensure that the school meets its enrollment targets, with cultivation events for families happening through the summer. Discussion ensued.

#### **B.2017 Executive Director**

Antonio Vance described his previous experience and his vision for Great Oaks. Board went into Executive Session. The Board of Trustees extended an offer of employment to Antonio.

M. Duffy made a motion to offer employment as Executive Director to Antonio Vance.

S. Akselrad seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **IV. Facilities and Finance**

#### **A.Report from the Finance Committee**

Rick Iandoli discussed FY16 budget. He shared that AmeriCorps funds were received. Numbers look good and balance sheet is strong. The school is on track to make our installment to this facility on July 1 and have sufficient funds in the bank to make that happen.

#### **B.FY17 Budget Review and Approval**

J. Love made a motion to approve the FY17 budget.

S. Akselrad seconded the motion.

The board **VOTED** unanimously to approve the motion.

Rick Iandoli presented FY17 budget for the Board's approval. The budget assumes 205 students enrolled. Rick explained the value proposition for the Great Oaks Foundation service fee.

### **V. Closing Items**

**A.Upcoming Calendar Dates**

The Board discussed logistics for the July retreat

**B.Adjourn Meeting**

J. Love made a motion to adjourn the meeting.

E. Sexton seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:38 PM.

Respectfully Submitted,

J. Lombardi

# GO-NYC Recruitment Strategy

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Recruiting and retaining at-risk populations – specifically, students identified as requiring special education and students who are English Language Learners – requires extra attention and efforts to engage those families who may not be as willing or able to seeking out new school options or who may be uncertain of their eligibility for a charter school. The Great Oaks Foundation directly supports Great Oaks NYC in the recruitment process to ensure best practices are evident amongst all campuses – specifically targeting special populations.

To support student recruitment, GO NYC has completed recruitment efforts that include mailings, open house visits, website advertisements, distribution of applications and information in public libraries, community centers and agencies that work with students entering middle school. All materials will be printed in English, Spanish and several other languages that are spoken amongst our current family populations.

To continue this effort we will utilize Vanguard mailing service as a support for targeting students and meeting enrollment expectations for the 2016-17 SY. In addition to the support of Vanguard, the GO NYC leadership team will host student retention events during the summer of 2016.



# Entry 12 Teacher and Administrator Attrition

Last updated: 08/01/2016

Report changes in teacher and administrator staffing.

Page 1

## Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

### 2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	11	7	7	7	11

### 2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	5	1	1	1	5

**Thank you**



# Entry 13 Uncertified Teachers

Last updated: 08/01/2016

## Page 1

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count.

### Staff Qualifications (June 30, 2016)

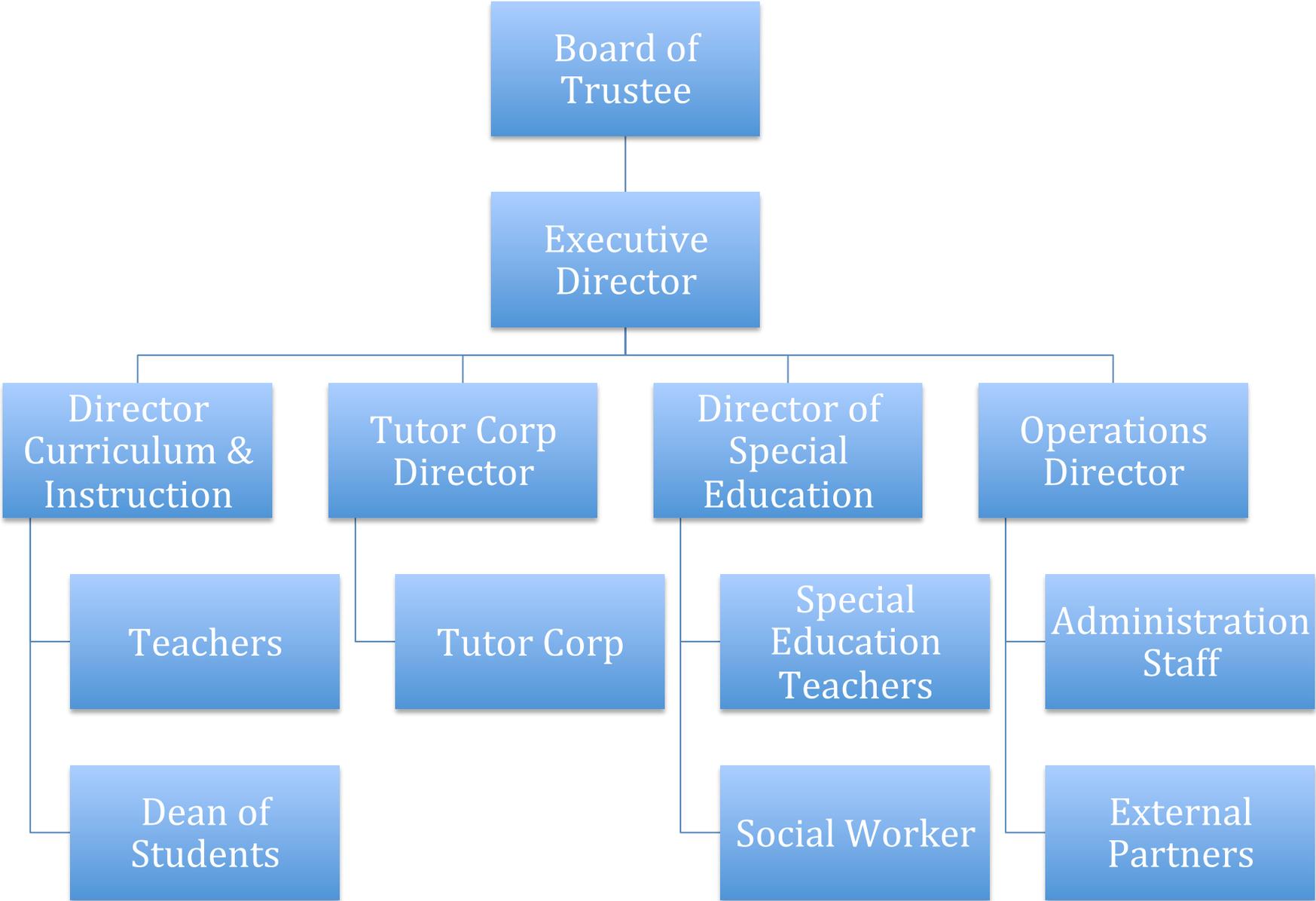
**Note:** Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

1. Total FTE Count of Uncertified Teachers (6-30-16)	3
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-16)	1
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-16)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-16)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-16)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-16)	2

**Thank you.**

# Great Oaks – New York City

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July

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	27	27	30
31						

August

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## December

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## January

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## February

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

## March

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## April

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

30

May

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2016-2017

July

Leadership Training - 25th and 26th  
Mastery Connect Training- DCI/TCD attend

August

August 11th - 12th Tutorpalooza \*potential teacher start date

August 15th - 23rd -New Staff Site-Based Training

August 24th- 8th Grade Student Orientation

August 25th- 7th Grade Student Orientation

August 26th- 6th Grade Orientation

August 29th- First Day of School

September

September 5th- Labor Day School Closed

September 12th- Eid Al-Adha School Closed

September 21st - Open House 5 - 7 p.m.

October

October 10th Columbus Day - School Closed

October 11 and 12- Yom Kippur & Roshashanah - School Closed

October 20th- RP 1 Benchmark Testing

October 22nd and 23rd - Specialized High School Admission

October 28- Professional Development No School for Students

November

November 11th Veterans Day - School Closed

November 18th- RP1 Report Card Pick Up

November 23 - 25th School Closed Thanksgiving Recess

December

December 8th- Benchmark Testing

December 16th- Professional Development No School for Stu

December 21st- 1:30 Dismissal for Students

December 22- January 2nd- Winter Recess School Closed

2017

January

January 16th - MLK Tutor Day of Service - Schools Closed

January 27th- RP2 Report Card Pick UP

February

February 9th- RP3 Benchmark

February 17th -Professional Development Day School Closed

February 20th - 24th NYC Mid Winter Recess

March

March 27th- 31st NYS ELA EXAMINATIONS

April

April 10th -14th - Spring Break

## May

May 1- 5 NYS MATH EXAMINATIONS

May 24- June 2= NYS Science Exam Testing Window

May 12- Report Card Pick Up

May 29 - Schools Closed -Memorial Day

## June

June 1st - RP4 Benchmark

June 9th- Professional Development Day School Closed

June 22nd Last Day of School -1:30 Dismissal

Professional Development -No school for students  
 Holiday Observance -Schools Closed  
 Report Card Pick Up-1:30 dismissal for students  
 Special Event  
 Student Benchmark  
 Data Production

REPORT PERIOD

RP1  
 RP2  
 RP3  
 RP4

DATES

August 29 - November  
 November 7th - Janua  
 January 23- March 31st  
 April 3rd - June 22nd

Benchmark

Benchmark 1  
 Benchmark 2  
 Benchmark 3  
 Benchmark 4

Dates

October 20th  
 December 8th  
 February 9th  
 June 1st

Report Card Pick Up

RP1 Report Card Pick Up  
 RP2 Report Card Pick Up  
 RP3 Report Card Pick Up  
 RP4 Report Card

DATE

18-Nov  
 27-Jan  
 April 7th  
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